

TERMS OF REFERENCE

- I. **BIDDER** : Tour Operator
II. **PROJECT TITLE** : Seatrade Cruise Global 2023
III. **VENUE** : Fort Lauderdale, Florida, USA

IV. MINIMUM REQUIREMENTS FOR THE TOUR OPERATOR

- A Philippine-based PhilGEPS registered tour operator
- Must be DOT-accredited, if Philippine-based company
- Must be willing to provide services on send-bill arrangement

V. DOCUMENTARY REQUIREMENTS

- Business Permit
- PhilGEPS Registration
- DOT Accreditation Certificate
- Latest Income Tax Return Certificate
- Notarized Omnibus Sworn Statement

VI. SCOPE OF WORK

A. One (1) Roundtrip Economy Class International Air Tickets

Route	ETD	ETA
Manila to Miami, Florida	March 25, 2023, 0015H	March 25, 2023, 1735H
Miami, Florida to Manila	March 31, 2023, 21:10H	April 2, 2023, 1615H
Inclusive of: <ul style="list-style-type: none">• 2 pieces checked baggage per pax (23 kg per piece)• 1-piece hand baggage per pax (7 kg)• Travel Insurance		
Name of Passenger	Birthdate	Passport Number
Ms. Faye Angeli A. Reyes <i>Senior Tourism Operations Officer, Department of Tourism MIMAROPA Region</i>	August 10, 1984	1492051A

VII. BUDGET


Total Budget allocation of **Two Hundred Twenty-Seven Thousand Four Pesos and Forty Centavos (PHP 227,004.40)** inclusive of taxes. Full payment shall be made upon completion of the project on a send bill arrangement.

VIII. PROJECT OFFICER

FAYE ANGELI A. REYES

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NOTED BY:


AZUCENA C. PALLUGNA, Ph.D.
Regional Director, DOT MIMAROPA Region